

NORTHERN TRINITY GROUNDWATER CONSERVATION DISTRICT

Friday, December 8, 2017
2:00 P.M

Minutes of the Regular Board Meeting of the Board of Directors

REGULAR BOARD MEETING

The board may consider, discuss and take action, including expending funds, on any of the following agenda items:

1. *Call to order; declare meeting open to the public; and establish a quorum.*

Regular Board Meeting was called to order at 2:00 P.M. Quorum was established.

2. *Welcome and introductions.*

President Laughlin welcomed those in attendance and ask for introductions.

3. *Public Comment.*

There was no public comment.

4. **Consent Agenda:** *Each of these items is recommended by the Staff and approval thereof will be strictly on the basis of the Staff recommendations. Approval for the Consent Agenda authorizes the General Manager or his designee to implement each item in accordance with the Staff recommendations. The Consent Agenda will be approved as a block. Any Board member that has questions regarding any item on the Consent Agenda may have the item pulled and considered as a regular item on the agenda. Any items so pulled for separate discussion will be considered as the first items following approval of the Consent Agenda.*

- A. *Approval of minutes from Board meeting on October 31, 2017.*
- B. *Approval of Current Budget Performance - Operating and Investment account statements.*
- C. *Payment of bills/invoices received.*
- D. *Reimburse General Manager, Field Tech, and/or Office Manager for invoices/bills paid on behalf of the District.*

Vice-President Allen made the motion to approve Consent Agenda as presented. Director Cozart seconded the motion. Motion carried.

5. *Any items from Consent Agenda that were pulled for further discussion.*

No items were pulled from the consent agenda for further discussion.

6. *Board will consider and possibly approve Phase II data management system development.*

- *Intera Incorporated - Project ID: NTRIN.M001.Tech - Work Order No. 2 in the amount of \$83,200.00 for the development of the "scientific" functions for the comprehensive data management system.*
- *Halff Associates, Inc. – Task Order Authorization No. 02 in the amount of \$97,050.00 for the development of the "administrative" functionality for the comprehensive data management system including the development of the required API that will allow the administrative and scientific components to interact as a seamless web-based application.*

Wade Oliver represented Intera Incorporated and Erin Atkinson represented Halff & Associates updated the Board on the progression of Phase I of the database.

Director Cozart made the motion to go forward with Phase II of the Master Technical Services Agreement as presented. Vice-President Allen seconded the motion. Board authorized \$180,250.00 as presented. Motion passed unanimously.

7. *Board will consider and possibly approve lease administered by Resource Connections for office space. Lease term commencing on February 1, 2018 and shall continue for a period of two (2) years.*

Secretary Sawey made the motion to approve the office space lease agreement. Motion seconded by Director Cozart. Motion carried.

8. *Report from Personnel Committee on the proposed District Personnel Policy Manual.*

Personnel Committee consisting of Vice-President Allen and Secretary Sawey gave a report on the proposed District Personnel Policy. President Laughlin requested the Staff to have the Policy reviewed by a HR Attorney and present changes and or modifications to the Board for review at next meeting.

9. *GM Report*
 - *DFC update*
 - *Meeting with Legal team on potential rules changes*

GM updated the Board on the DFC report. GM discussed potential rules changes with the Board. No action taken.

10. *Other Business / Setting of next meeting*

Discussion with the Board to set a tentative day of month for future meetings as needed. Established 4th Thursday of the month at 2:00 P.M. as available meeting time.

11. *Adjourn.*

Director Cozart moved to adjourn. Motion seconded by Vice-President Allen. Consensus vote to adjourn the meeting at 3:35 pm

PASSED, APPROVED AND ADOPTED BY THE BOARD OF DIRECTORS this

25th day of January, 2018.

Attest: Robert Patterson, GM., Secretary